

UNITED NATIONS CHILDREN'S FUND

SPECIFIC JOB PROFILE

SENDER: Su Sandi Aung

JOB DESCRIPTION TYPE: Specific Job Description

POST NUMBER/ CASE NUMBER: MAM21004

POST/CASE NUMBER OF SUPERVISOR: Emergency Specialist P4, Post#64923

REASON FOR CLASSIFICATION: Establishment of new post

REGION/DIVISION: EAPRO

COUNTRY: Myanmar

DUTY STATION: Yangon

OFFICE: Emergency

SECTION: Emergency

UNIT: Emergency

CATEGORY: IP

PROPOSED LEVEL: P3

JOB TITLE: Child Protection Specialist (Cluster Coordinator)

STRATEGIC OFFICE CONTEXT:

UNICEF's 2021 Humanitarian Action for Children appeal requests \$62 million for UNICEF/Myanmar's humanitarian response in Rakhine, Chin, Kachin, Shan and Kayin States. Myanmar also is at significant risk of natural disasters—particularly floods, cyclones, and earthquakes. As such, emergency response activities are a daily part of UNICEF's ongoing work and has both its own acute need provision as well as ties to durable solutions, human rights, and the humanitarian/development nexus.

The IASC Humanitarian Coordinator (HC) retains the principle responsibility for the overall humanitarian response and thus the UNICEF-led clusters/sectors will report to the Humanitarian Coordinator, through the Inter-Cluster Coordination Group, and Representative and/or his/her designee on all issues related to the functioning of the Child Protection Cluster. The IASC HC will be supported by OCHA and may delegate some reporting tasks to others.

UNICEF retains responsibility to ensure that the obligations for Cluster leadership that the agency has made to the IASC made at the global level are fulfilled to the satisfaction of the HC. Therefore the CP Cluster Coordinator will additionally report to the UNICEF Country Representative on a regular basis on the ability of UNICEF to fulfill Cluster obligations.

The role of the CP Cluster Coordinator is very much the role of a facilitator of the co-ordination process. The success of the CP cluster will be dependant on the level of participation and contributions that the CP Cluster Coordinator can generate from the various actors in order to strengthen the response and achieve greater results.

PURPOSE OF THE JOB

On behalf of the IASC Humanitarian Coordinator in Myanmar and UNICEF as the lead agency for the IASC Child Protection (CP) cluster, and in collaboration with the State Authorities, the main purpose of the Child Protection Specialist (Cluster Coordinator) post is to provide technical leadership and facilitate the processes that will ensure a well coordinated, coherent, strategic, and effective CP response in Myanmar by a mobilized and adequately resourced groups of agencies, organizations, NGOs, local communities etc.

UNICEF Myanmar is also engaging in a new approach to cluster leadership with national and international NGOs taking responsibility for sub-national coordination. It will be the responsibility of the Child Protection coordinator to support the sub-national level with frequent travel to ensure all pillars of cluster coordination are addressed and engagement with relevant partner and government stateholders is moving forward.

KEY ACCOUNTABILITIES and DUTIES & TASKS

The accountability and key end-results set out below are those of the CP Cluster Lead Agency. It is the role of the CP Specialist (Cluster Coordinator) to ensure these are attained through the combined efforts of him/herself, of the CP Cluster Support Team (when provided) and of the CP Country Cluster Group. The CP Cluster Coordinator may

UNITED NATIONS CHILDREN'S FUND

SPECIFIC JOB PROFILE

supervise a number of staff (provided either solely by the lead agency or in collaboration with others such as UNOCHA and other CP organizations) as the CP Cluster Support Team.

The exact tasks and responsibilities will depend on the nature, size and scope of the emergency, as well as existing capacity of national government and the international community. In this respect they will include but may not be limited to the following:

1. Inclusion of key humanitarian partners:

- Ensure inclusion of key CP humanitarian partners in a way that respects their mandates and programme priorities
- Act as focal point for inquiries on the CP Cluster's response plans and operations.

2. Establishment and maintenance of appropriate humanitarian coordination mechanisms:

- Ensure appropriate coordination between all CP humanitarian partners (national and international NGOs, the International Red Cross/Red Crescent Movement, etc...), through establishment/maintenance of appropriate CP Cluster/sector coordination mechanisms, including working groups at the national level
- Ensure effective cluster coordination at the sub-national level in close coordination with national/international NGO leadership.
- Secure commitments from CP humanitarian partners in responding to needs and filling gaps, ensuring an appropriate distribution of responsibilities within the CP group, with clearly defined focal points for specific issues where necessary;
- Ensure the complementarity of different CP humanitarian actors' actions;
- Promote CP emergency response actions while considering CP within early recovery planning, prevention and risk reduction concerns;
- Ensure effective links with other clusters/sectors;
- Ensure that CP coordination mechanisms are adapted over time to reflect the capacities of local actors and the engagement of development partners;
- Represent the interests of the CP Cluster/sector in discussions with the Humanitarian Coordinator and other stakeholders on prioritization, resource mobilization and advocacy;
- Maintain information on all current and potential CP partners, their capacities and areas of work (including Who, What, Where and by When).

3. Coordination with national/local authorities, State institutions, local civil society and other actors:

- Ensure that CP humanitarian responses build on local capacities;
- Ensure appropriate links with national and local authorities, State institutions, local civil society and other relevant actors and ensure appropriate coordination and information exchange with them.

4. Participatory, conflict sensitive and community-based approaches:

- Ensure utilization of participatory and community-based approaches in CP-related assessments, analysis, planning, monitoring and response.
- Ensure all aspects of CP cluster functioning, from strategy development, coordination, programming to monitoring and evaluation takes into account a conflict sensitive approach based on an updated analysis of local dynamics

5. Attention to priority cross-cutting issues:

- Ensure integration of agreed priority cross-cutting issues in CP assessments, analysis, planning, monitoring and response (e.g. age, disability, diversity, environment, gender, and human rights);

6. Needs assessment and analysis:

- Ensure effective and coherent CP assessment and analysis, involving all relevant partners and demonstrating conflict sensitivity

7. Emergency preparedness:

- Ensure adequate CP related contingency planning and preparedness for potential significant changes in the nature of the emergency;

8. Planning and strategy development: Ensure predictable CP action within;

- CP assessment and analysis; development (adaptation of generic standards) of standard assessment formats;
- Identification of gaps in the field of CP and conceptualize how sectoral needs can be met through collective delivery

UNITED NATIONS CHILDREN'S FUND

SPECIFIC JOB PROFILE

- Developing/updating agreed CP response strategies and action plans and ensuring that these are adequately reflected in the overall country strategies, such as the Humanitarian Response Plan, an integral component of the HPC process.
- Tracking lessons learned and revise strategies and action plans accordingly;
- Developing an exit/transition, strategy as appropriate.

9. Application of standards:

- Ensure that CP cluster/sector participants are aware of relevant policy guidelines, technical standards and relevant commitments that the Government/concerned authorities have undertaken under international human rights law;
- Ensure that CP responses are in line with existing policy guidance, technical standards, and relevant Government human rights legal obligations.
- Ensure CP standards include the latest learning and knowledge on conflict sensitive programming

10. Monitoring and reporting:

- Ensure adequate monitoring mechanisms are in place (with OCHA support) to review impact of CP interventions and progress against implementation plans. This specifically needs to include an analytical interpretation of best available information in order to benchmark progress of the emergency response over time through monitoring indicators such as quantity, quality, coverage, continuity and cost and target population data including desegregation by sex, age etc...) of service delivery which are derived from working towards meeting previously defined standards.
- Ensure adequate CP impact reporting and effective information sharing (with OCHA support) to demonstrate the closing of gaps.

11. Advocacy and resource mobilization:

- Identify core CP advocacy concerns, including resource requirements, and contribute key messages to broader advocacy initiatives of the HC, UNICEF and other actors;
- Work with the cluster to seek creative solutions for issues that require long term advocacy
- Advocate for donors to fund CP actors to carry out priority activities in the sector concerned, while at the same time encouraging actors to mobilize resources for their activities through their usual channels.

12. Training and capacity building:

- Promote and support training of CP humanitarian personnel and capacity building of humanitarian partners, based on the mapping and understanding of available capacity;
- Support efforts to strengthen the CP capacity of the national/local authorities and civil society.

13. Provision of assistance or services as a last resort:

- Where critical gaps in addressing CP priorities are identified the CP Cluster Coordinator will:
- Lobby for implementing humanitarian partners to address the gaps.
- With advice/support from the HC and support from other humanitarian partners will advocate, as appropriate, on the adequate provision of resources and safe access.
- If persistent gaps remain then with the full support of the UNICEF Country Representative will specifically request that the UNICEF to take action to fill the critical gaps through direct implementation action.

IMPACT OF RESULTS

The strategic and effective coordination of the child protection cluster with appropriate support at the sub-national level, and engagement with all key stakeholders from beneficiaries, communities, CSOs, NGOs, and local and national governments will contribute to the achievement of UNICEF's humanitarian response as well as that of the Humanitarian Response Plan, Inter-Cluster Coordination Group, and Humanitarian Country Team. The CP cluster will work to create a safe and protective environment for children against harm, all forms of violence and ensures their survival, development and wellbeing in society.

COMPETENCIES AND LEVEL OF PROFICIENCY REQUIRED

Core Values

- Care
- Respect
- Integrity
- Trust

UNITED NATIONS CHILDREN'S FUND

SPECIFIC JOB PROFILE

- Accountability

Core Competencies

- Nurtures, Leads and Manages People (1)
- Demonstrates Self Awareness and Ethical Awareness (2)
- Works Collaboratively with others (2)
- Builds and Maintains Partnerships (2)
- Innovates and Embraces Change (2)
- Thinks and Acts Strategically (2)
- Drives to achieve impactful results (2)
- Manages ambiguity and complexity (2)

Functional Competencies

- Analyzing (3)
- Deciding and Initiating action (2)
- Applying technical expertise (3)

Technical Knowledge

- a) Common Technical Requirements
- Knowledge of humanitarian reform principles, international humanitarian law, reform pillars & reform updates
- Knowledge of the Cluster approach guidelines and Terms of Reference and knowledge of how to apply them
- Knowledge of cluster participants their mandates, capacities, attitudes, limitations, and how to integrate them into the cluster approach
- Ability to mitigate and mediate conflict and disagreements among cluster partners
- b) Function-Specific (Technical) Requirements
- Ability to use and adapt cluster coordination tools (e.g. stakeholder mapping, CERF, HPC, Flash Appeals, IM tools, contingency planning).
- Knowledge of CP sector as a whole and its priority issues; an ability to strategize how these sectoral needs are met through collective delivery.
- Ensure that the role, responsibilities and functional linkages among the Cluster support team (where applicable) are clear and well-coordinated

RECRUITMENT QUALIFICATIONS

Education:

An advanced university degree in one of the following fields is required: international development, human rights, psychology, sociology, international law, or another relevant social science field. Note that relevant work experience may substitute for higher degree qualification.

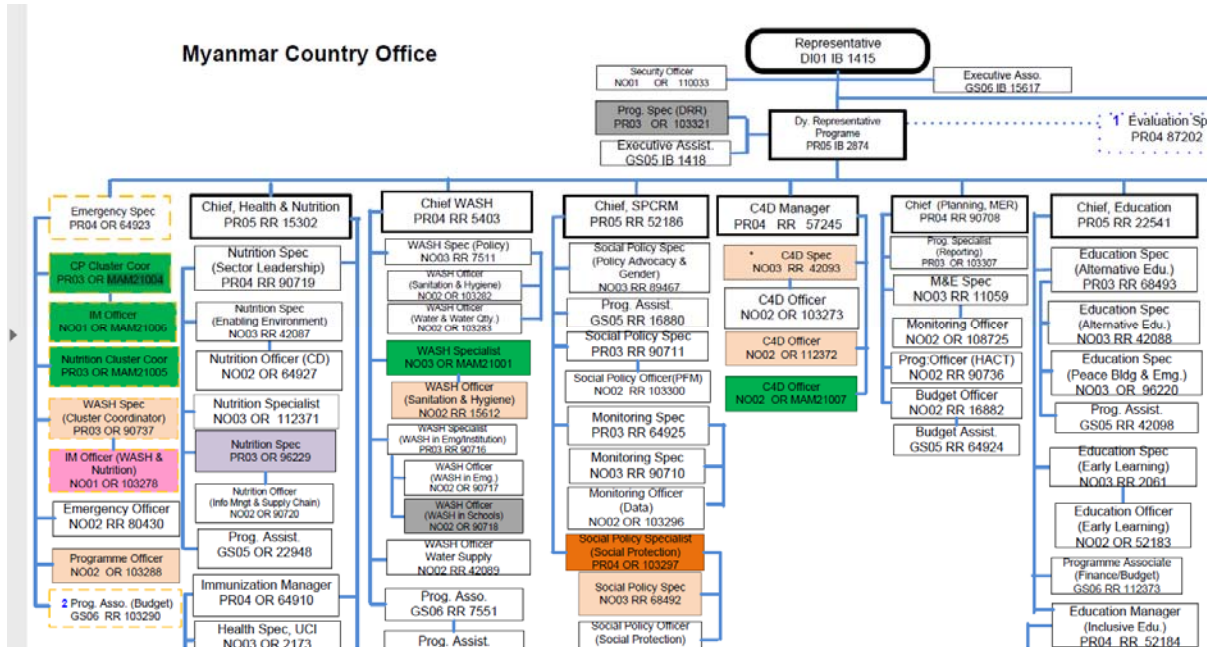
Experience:

- Minimum of five years direct child protection emergency experience at least two of which would be based in the field at a Team Leader programme management level.
- Including a min. of 2 years' experience of responding to an emergency.
- Experience with either the UN and/or NGO.
- All supported by strong references

Language Requirements:

Fluency in English is required. Knowledge of another official UN language or local language of the duty station is considered as an asset.

UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE



Su Sandi Aung

From: Alessandra Dentice
Sent: Monday, December 7, 2020 9:12 AM
To: Su Sandi Aung
Cc: Emmanuel Ngalaba; Kabwe Musonda; Ei Hlaing Phyto; Jane Strachan
Subject: RE: Approval Submission Job Descriptions (1st Batch): Proposed 2020 PBR Structural Changes

Dear Su Sandi – many thanks for your patience.

In terms of first batch, and after discussion with Jane & team please note:

- Creation of IM position at NOA level: the reporting line should be under the newly created P3 Cluster Coord CP (NOT the P4 Emergency Manager), with a dotted line (matrix management) to the P3 Cluster Coord EIE (currently within Save the Children)
- The current IM position at NOA level should stay under the P3 Cluster Coord WASH, but will have a dotted line (matrix management) to the P3 Cluster Coord Nut

Thanks and let me know if this is clear,
 Alessandra

UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

RE: Myanmar_MAM21004_Child-Protection-Specialist-Cluster-Coordinator_P3_...



Sayuri Asano

To Hein Kyaw Soe

Reply

Reply All

Forward



Mon 12/21/2020 9:27 AM

Dear Hein,

Thank you – please go ahead, it is approved.

Best,

Sayuri